



# PURCHASE ORDER

**PO Number: 303-1-0707**

*Requisition Number: 303-1-01649*

**Order Date: 4/26/2021**

**Released**

**DUE TO COVID-19 AND TFC'S COMMITMENT TO TIMELY PAYMENT,  
PLEASE SUBMIT INVOICE ELECTRONICALLY TO:**

accountspayable@tfc.state.tx.us

**IF INVOICE IS MAILED, DELAYS MAY OCCUR.**

TEXAS FACILITIES COMMISSION

FISCAL MANAGEMENT / ACCOUNTS PAYABLE

P.O. BOX 13047 Austin, Texas 78711-3047

## Delivery Location

DSHS Headquarters Building

909 W. 45th Street

Attn: Herman Ayala

Austin, TX 78751

**Show numbers on all papers and packages**

## Referenced Source or Vendor

12744023297

McCoy Rockford

211 East Riverside Dr.

Austin, TX 78704

Christi Wade

Phone: 512-431-1116, Fax: 512-442-1386

cwade@mccoyrockford.com

Furnish and Install Carpet in Office Rooms 103, 104, 105 & 107 at the Dept. of Health Main Building.

Pricing Per Attached Proposal #704933 Dated 04/08/2021.

TFC Contact:

**Description** Herman Ayala  
512-569-9885

Work Inspection:

Services performed under this agreement are not considered complete for purposes of payment until TFC, or its authorized designee, inspects and accepts the work performed by the vendor.

## Line Items

Description	Qty	Unit	Unit Price	Start Date	End Date	Total
Furnish and Install Carpet in Office Rooms 103, 104, 105 & 107 at the Dept. of Health Main Building.	1	Job	\$1,887.16	4/23/2021	7/15/2021	\$1,887.16

Oversight Responsibilities:

Herman Ayala – 512-569-9885

Funding: 0410

Material: \$330.68  
Labor: \$1556.48 (8 Hrs. x \$48.64 x 4 Men)  
Total: \$1,887.16

Work to be completed afterhours.

Provide all labor, tools, materials and equipment necessary to furnish and install carpet as per attached Proposal #704933 Dated 04/08/2021

**NIGP Class:** 910  
**NIGP Item:** 09  
**Object Class:** 266  
**Reimbursement Type:** HB3042

**Grand Total \$1,887.16**

Questions or concerns regarding this transaction or service should be directed to: Texas Facilities Commission Procurement Division, Phone: (512)463-0209 or FAX: (512)236-6164 (The mailing address for the Texas Facilities Commission is at the top of this purchase order.)

<b>Agency</b>	TFC
<b>Fiscal Year</b>	2021
<b>Division</b>	Facilities Management and Operations
<b>Program</b>	Property Management
<b>Phone</b>	5125699885
<b>Org Code</b>	0410 - Facilities HB3042 - PO Activity
<b>Type of Purchase/PCC Code</b>	'E' Purchases of commodities/services when the total amount is between \$0.00 - \$5,000.00
<b>Work Order Number</b>	704933

ALL TERMS AND CONDITIONS SET FORTH IN OUR BID INVITATION BECOME A PART OF THIS ORDER. VENDOR GUARANTEES MERCHANDISE WILL MEET OR EXCEED SPECIFICATIONS IN THE BID INVITATION.

#### Invoicing Standards

To facilitate payments from Texas Facilities Commission please follow the invoicing standards set forth below.

The invoice should include, but is not limited to including:

- (1) the vendor's mailing and e-mail (if applicable ) address;
- (2) the vendor's telephone number;
- (3) the name and telephone number of a person designated by the vendor to answer questions regarding the invoice;
- (4) the state agency requisition number;
- (5) the state agency's name, agency number, and delivery address;
- (6) the commission's purchase order number, if applicable;
- (7) the contract number or other reference number if applicable;
- (8) a valid Texas Identification Number (TIN) issued by the Comptroller of Public Accounts;
- (9) a description of the goods or services, in sufficient detail to identify the order which relates to the invoice;
- (10) unit numbers corresponding to the original order; and
- (11) other relevant information supporting and explaining the payment requested or identifying a successor organization to an original vendor, if necessary.

**FOB DESTINATION CASH DISCOUNT: 0% 0 DAYS.**

#### TEXAS FACILITIES COMMISSION INTERNAL PURCHASING

PURCHASER: \_\_\_\_\_

Jordan, Michelle,

**(IN ACCORDANCE WITH YOUR BID, SUPPLIES MUST BE PLACED IN THE AGENCY RECEIVING ROOM IN DAYS FROM RECEIPT OF ORDER.)**

STATE AND CITY SALES TAX EXEMPTION CERTIFICATE: The undersigned claims an exemption from taxes under Tex. Tax Code § 151.309 (1993), for purchase of tangible property described in this purchase order, purchased from contractor and/or shipper listed above, as this property is being secured for the exclusive use of the State of Texas.

[\(Show Terms And Conditions...\)](#)